

## Drug Testing

HUD/OIG performs an annual random drug testing on ten (10) percent of all 1811's that work for the Office of Inspector General. The ARC Security Staff notifies the Special Agent in Charge (SAC) which employees that have been randomly selected in that region and FED Ex's a Chain of Custody packet. The SAC then contacts one of the listed collection sites to schedule an appointment for the employee(s). Two hours prior to the appointed time, the SAC should notify the employee of the time and place for the drug test. It should be stressed to the employee that he/she is under no suspicion and that their name was randomly selected. The employee should present the Account Profile and Chain of Custody form at the collection site upon arrival.

To obtain drug testing packets, questions, or comments may be direct to [Sheryl.Smith@bpd.treas.gov](mailto:Sheryl.Smith@bpd.treas.gov), [Sandra.Wagner@bpd.treas.gov](mailto:Sandra.Wagner@bpd.treas.gov), or [Claude.Mowrer@bpd.treas.gov](mailto:Claude.Mowrer@bpd.treas.gov) by email or by calling 304-480-7363, 304-480-7992, or 304-480-7509.

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